Office of the Clerk U.S. Courthouse 500 Pearl Street, New York, N.Y. 10007-1213

500 Pearl Street, New York, N.	Y. 10007-1213			
Date	e:			
In Re:				
	-V-			
Case #:		()	
Dear Litigant,				
Enclosed is a copy of the judgment entered in your ca	se.			
Your attention is directed to Rule 4(a)(1) of the Federal that if you wish to appeal the judgment in your case, you mus date of entry of the judgment (60 days if the United States or party).	t file a notice of ap	peal wi	ithin 30 days of the	he
If you wish to appeal the judgment but for any reason within the required time, you may make a motion for an extens of Fed. R. App. P. 4(a)(5). That rule requires you to show "failure to file your notice of appeal within the time allowed. A other parties and then filed with the Pro Se Office no later than 6 (90 days if the United States or an officer or agency of the United States."	sion of time in acco excusable neglect" ny such motion m 60 days from the da	ordance or "go ust first ate of en	with the provision od cause" for you be served upon the	on ur he
The enclosed Forms 1, 2 and 3 cover some common sthem if appropriate to your circumstances.	situations, and you	may cl	noose to use one	of
The Filing fee for a notice of appeal is \$5.00 and the athe "Clerk of the Court, USDC, SDNY" by certified check, maccepted.				
J. M	ichael McMahon	, Clerk	of Court	
by:				
		, Depi	uty Clerk	

APPEAL FORMS

Office of the Clerk
U.S. Courthouse
500 Pearl Street, New York, N.Y. 10007-1213

	X			
		NOTICE	OF APPEAL	
-V-	 			
		civ.	()	
	X			
Notice is hereby given	that			
Notice is hereby given	mat	(party)		
hereby appeals to the United Sta	ates Court of Appeals fo		from the Judgment [d	escribe it]
entered in this action on the	day of			
entered in this action on the	(day)	(month)	(year)	
			Signature)	
		(<i>I</i>	Address)	
		(City, State	and Zip Code)	
Date:		()(Telep	hone Number)	

<u>Note</u>: You may use this form to take an appeal provided that it is <u>received</u> by the office of the Clerk of the District Court within 30 days of the date on which the judgment was entered (60 days if the United States or an officer or agency of the United States is a party).

FORM 1

APPEAL FORMS

Office of the Clerk
U.S. Courthouse
500 Pearl Street, New York, N.Y. 10007-1213

X	
-V-	MOTION FOR EXTENSION OF TIME TO FILE A NOTICE OF APPEAL
 X	civ. ()
Pursuant to Fed. R. App. P. 4(a)(5),	respectfull (party)
requests leave to file the within notice of appeal out desires to appeal the judgment in this action entered notice of appeal within the required number of days b	on (party) but failed to file (day)
[Explain here the "excusable neglect" or "good cause" wh required number of days.]	ich led to your failure to file a notice of appeal within th
	(Signature)
	(Address)
	(City, State and Zip Code)
Date:	() (Telephone Number)

<u>Note</u>: You may use this form, together with a copy of Form 1, if you are seeking to appeal a judgment and did not file a copy of Form 1 within the required time. If you follow this procedure, these forms must be <u>received</u> in the office of the Clerk of the District Court no later than 60 days of the date which the judgment was entered (90 days if the United States or an officer or agency of the United States is a party).

FORM 2

Office of the Clerk U.S. Courthouse 500 Pearl Street, New York, N.Y. 10007-1213

	v
-V-	NOTICE OF APPEAL AND MOTION FOR EXTENSION OF TIME civ. ()
	hereby appeals t (party) Second Circuit from the judgment entered on description of the judgment]
	t received in the Clerk's office within the required time respectfully requests the court to grant an extension of time in
this Court's judgment was received on	(party) states that (party) and that this form was mailed to the (date)
court on (date)	(Signature)
	(Address) (City, State and Zip Code)
Date:	() (Telephone Number)

<u>Note</u>: You may use this form if you are mailing your notice of appeal and are not sure the Clerk of the District Court will <u>receive</u> it within the 30 days of the date on which the judgment was entered (60 days if the United States or an officer or agency of the United States is a party).

FORM 3

APPEAL FORMS

Office of the Clerk U.S. Courthouse 500 Pearl Street, New York, N.Y. 10007-1213

	V
-V-	AFFIRMATION OF SERVICE
I,	, , , , , , , , , , , , , , , , , , ,
served a copy of the attached	
upon	
whose address is:	
Date:New York, New York	
	(Signature)
	(Address) (City, State and Zip Code)

FORM 4